Past Performance "CONTACT DATA Sheet"
(TO BE COMPLETED BY PERSON FILLING SURVEY)

Background Information (for person filling out the survey):

First Name:	
Last Name:	
Rank:	
Title:	
Organization:	
Phone:	
Fax:	
E-Mail Address:	
Dates of involvement: (6 month minimum)	**From:** **To:**

Contract Information (for the contract involved):

Company:				
Division:				
Contract #:				
Dollar Value:	(Current Dollar Value) $		**Million** ☐	**Thousand** ☐
Work:	**Complete** ☐	**Ongoing** ☐		
Award date:				
End Item Description(s):	(In addition to describing end item deliverable, please indicate any significant products delivered or services rendered in the past five years)			
Major Design Milestones	(Ex: Preliminary or Critical Design Reviews - list only those which have occurred in the past 5 years)			
Significant Testing Milestones	(Ex: Developmental, Acceptance, Integration, Operational, Flight Tests - list only that which has occurred in the past 5 years)			

Target Cost:	**On** ☐	**Above** ☐	**Below** ☐	*By:*	**%**
Schedule:	**On** ☐	**Ahead** ☐	**Behind** ☐	*By:*	**Months**

<center>**Past Performance Questionnaire**</center>

Based on your knowledge of the contract identified above, please provide your assessment of how well the contractor performed on each of the following topics.

       1. System Performance. The focus of the section is to determine how well an offeror has been able to match a proposed system configurations, Concept of Operations (CONOPS), and system level performances to the original program requirements.

       2. Segment Design. The focus of this section is to determine how well an offeror has been able to develop designs that achieve predicted performance.

       3. System Engineering, Integration & Test, and Planning. The focus of this section is to determine how well an offeror has been able to adequately develop overall systems engineering, integration, and testing approaches for proposed programs and to determine the adequacy, consistency, and flexibility of an offeror's program planning process over the entire period of a contract.

       4. Management and Organization. The focus of this section is to determine the adequacy of an offeror's past approach to organizing, staffing and managing programs.

       5. Cost. The focus of this section is to determine the adequacy of an offeror's ability to manage program costs.

It is very important to keep in mind that only performance in the ***past five years*** is relevant.

<u>Rating Definitions</u>

The following five adjectival ratings comprise the Common DoD Assessment Rating System. Note that DoD's assessment rating system recognizes the contractor's resourcefulness in overcoming challenges or problems that arise in the context of contract performance.

Exceptional (Dark Blue). Performance meets contractual requirements and exceeds many to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.

Very Good (Purple). Performance meets contractual requirements and exceeds some to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.

Satisfactory (Green). Performance meets contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.

Marginal (Yellow). Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.

Unsatisfactory (Red). Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.

(Please check the appropriate rating and ***provide explanatory comments, at minimum for Exceptional, Marginal, and Unsatisfactory assessments.***)

Part I. MISSION CAPABILITY

A. Management and Organization

1. Total System Performance Responsibility [TSPR] effectiveness - how well the contractor managed and executed a program for which it had total responsibility.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

2. Ability to plan and implement a process for interacting with other contractors.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

3. Ability to consider end user needs during all stages of contract.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

4. Ability to work with government program office.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

5. Ability to plan and execute an effective incremental risk mitigation program from development to production to operation.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

6. Overall capabilities and expertise of personnel working on project (in terms of expertise, continuity, and relevancy).					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:					

7. Ability to effectively staff and organize team working on project.

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

8. Ability to meet major milestones and deliver product or service on schedule

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

B   System Performance

1. Ability to meet program requirements

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

2. Ability of system to meet lifetime requirements (operating lifetime, storage, life cycle).

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

3 Ability of demonstrations and simulations to predict system performance requirements as verified by

(Check all that apply):   Flight Tests   Ground Tests   Simulations

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

4. Impact trade process on final system performance

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

5. Ability to design an efficient architecture that accounts for all aspects of the user operational environment.

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

C.   Segment Design

1. Overall capabilities to design, develop, manufacture, test and deliver, satellite system, large data analysis, and/or ground distribution networks.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

2. Ability to accommodate performance enhancements and/or technology assessment, development, and insertion					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

3. Space Segment - Ability to flow space segment specifications from system specifications. (Space Segment refers to any platform, sensor, or component in orbit)					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

4. Space Segment - Ability of space segment design to meet parameters of space segment specifications					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

5. Space Segment - Ability to respond to requirement changes and accommodate future risk reduction plans					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

6. C3 Segment - Ability to flow C3 segment specifications from system specifications. (C $_3$ Segment refers to all functions required for mission management, day-to-day operations and state-of-health monitoring of any component within the Space Segment)

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

7. C3 Segment - Ability of C3 segment design to meet parameters of C3 segment specifications

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

8. C3 Segment - Ability to respond to requirement changes and accommodate future risk reduction plans

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

9. Ground Data Processing Segment - Ability to flow Ground Data Processing segment specifications from system specifications

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

10. Ground Data Processing Segment - Ability of Ground Data Processing segment design to meet parameters of Ground Data Processing segment specifications

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

11. Ground Data Processing Segment - Ability to respond to requirement changes and accommodate future risk reduction plans

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

12. Field Terminal Segment - Ability to flow field terminal segment specifications from system specifications. (Field Terminal Segment refers to any hardware and software used by deployed/remote units to obtain data in real time.)

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

13. Field Terminal Segment - Ability of Field Terminal segment design to meet parameters of Field Terminal segment specifications

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

14. Field Terminal Segment - Ability to respond to requirement changes and accommodate future risk reduction plans

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

D.   System Engineering & Planning

1. Ability to understand the user requirements

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

2. Ability to identify all significant technical, cost, and schedule constraints/risks early in program.

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

3. Adequacy of Testing Program in accomplishing goals of program

Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable

Comment:

4. Ability to design a system architecture using cost-performance trade studies and analysis.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

5. Effectiveness of system engineering capabilities including requirements flowdown to various segments and components of the system and ability to trace functional threads.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

6. Effectiveness of software system engineering capabilities including requirements flowdown to appropriate segments and components of the system and ability to trace functional threads.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

7. Appropriateness of facilities (production, integration, test, etc.) and personnel (quantity, training, capability, etc.).					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

8. Completeness of system documentation such as system/subsystem performance specifications (for example, the extent to which documentation enabled thorough assessment of final delivered product)					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

9. Completeness and Reasonableness of Integrated Master Plan					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

10. Realism, Reasonableness and Completeness of Program Schedule/Integrated Master Schedule					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

11. Adequacy of support plans (e.g. Risk Management)					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

Part II. COST

1. Ability to anticipate cost					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

2. Ability to use a validated cost/schedule control system such as Earned Value management reporting.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

3. Ability to provide timely accurate financial reports and forecasts.					
Exceptional (Please Comment)	Very Good	Satisfactory	Marginal (Please Comment)	Unsatisfactory (Please Comment)	Not Applicable
Comment:					

Performance Survey
　　　　The foregoing inquiry should have allowed you to provide us with a reasonable assessment of the way in which the subject contractor has performed on recent contracts. The following questions are intended to allow you an opportunity to expand on your evaluation and provide us with a more comprehensive understanding of company performance. Completion of this segment of the Questionnaire is optional.

PROGRAM EXECUTION

1. Were products generally delivered when required contractually? If not, was the delay the result of contracting agency or contractor actions?
2. If schedule relief was provided by contract modification, did it result from scope change or from an overrun condition?

COST

1. Did the total cost exceed initial contract value by more than 10%?　　　　　Yes　　　　　No If so, by how much?
2. What proportion of increased costs were attributable to contracting agency actions (added scope, directed schedule mods, etc), rather than to development problems for which the contractor was responsible?

OVERALL

1. If Award Fee contracts were used for the procurement, what percentage of available fee did the contractor earn in the periods before and following completion of the Preliminary Design Review? Critical Design Review?
2. What is considered to be an average percentage award fee bestowed by your organization for similar contracts?
3. Knowing what you do today, would you award this contract to this contractor again?　　　Yes　　　No
4. If you have any other comments that you would like to make (e.g. especially noteworthy performance, how to improve this survey, etc.) include them here also. Continue on another sheet, if necessary.